

ADDENDUM ONE

Allen County Extension Service Roof Replacement - 2026
4001 Crescent Avenue
Fort Wayne, IN 46815

MARTINRILEY architects/engineers
221 West Baker Street
Fort Wayne, Indiana 46802
260-422-7994

Commission No.: F25063

Addendum Date: 05 March 2026

Conditions: The following clarifications, amendments, additions, deletions, revisions and modifications are a part of the contract documents and change the original documents only in the manner and to the extent stated.

Copies of the Addendum shall be bound with all contract sets of drawings and specifications.

CLARIFICATIONS:

Schedule:

- RTU installation is preliminarily scheduled to occur between March 15, 2026 and April 15, 2026.
- Precontractual Documents/Submittals can begin following the award of work/execution of contract.
- Tear-off/mobilization to commence Mid-April 2026 immediately following RTU installation.

The following questions have been submitted via contractor request, or presented at the Pre-Bid Meeting:

1. **QUESTION:** Were any roof cores performed?

ANSWER: Yes, cores were made at various instances along the roof plane to better understand any differences between the original building and the additions. Cores were made detailing the coping condition and standard field cores were documented.

2. **QUESTION:** How are Contractors able to access the site for field investigation?

ANSWER: Contractors are at will to visit the site during daylight hours pending approval by John Sheets (PFW) or Matt Lennon (PFW). Reference the *Prebid Attendee List* for contacts/phone numbers.

CHANGES TO THE SPECIFICATIONS:

None.

CHANGES TO DRAWINGS:

None.

ATTACHMENTS (PDF):

F25063 Prebid Meeting Agenda_MR.pdf

F25063 Prebid Attendee List.pdf

END OF ADDENDUM NUMBER ONE

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PREBID MEETING AGENDA

Project: Allen County Extension Service Roof Replacement - 2026:

Meeting Date: February 24, 2026 at 9:00am

Commission No: F25063

I. Design Team Introduction:

1. John Sheets, Project Manager, PFW Facilities Management
 - a. Office: 260-481-4195
 - b. Cell: 260-710-6511
 - c. Email: josheets@pfw.edu
2. Matt Lennon, Construction Observer, PFW Facilities Management
 - a. Office: 260-481-4195
 - b. Cell: 260-443-2250
 - c. Email: [mrlennon@pfw.edu](mailto:mr Lennon@pfw.edu)
3. Mike Hamilton, Principal, MARTINRILEY architects•engineers
 - a. Office: 260-422-7994
 - b. Cell: 260-223-9014
 - c. Email: mhamilton@martin-riley.com
4. Paul Konwinski, Project Manager, MARTINRILEY architects•engineers
 - a. Office: 260-422-7994
 - b. Cell: 260-341-7096
 - c. Email: pkonwinski@martin-riley.com

II. Scope of Work:

The project include the removal of the existing EPDM roof down to the deck on roof areas <1> replaced with new 90-mil EPDM roof system, and small area masonry work/repointing.

III. Unit Prices

1. Unit Prices are specific to this project and are included on the Contractor's Bid Supplement to Form 96.

IV. Timeline

1. Address all questions to **MARTINRILEY** by **5pm Thursday, March 12, 2026**, in order to fairly disseminate all information to all bidders in the Addendum date of issuance of **Monday, March 16, 2026**. **Be certain all questions have been asked, as the submission of bids by the contractor suggests there are no questions regarding ambiguity and are submitting bids that will result in a complete project. Failure to do so will result in**

contractor's compliance with the Owner or Architects interpretation, at no contract increase.

2. Bids are due at the Office of the Director of the Physical Plant, Rm. 103, Ginsberg Hall, on the PFW North Campus located at 5190 St. Joe Rd., Fort Wayne, IN 46835 at the following dates/times.
 - a. Bids are Due at **11:00am, Thursday, March 19th, 2026**
3. Bids will be opened and read immediately after submission of proposals at Physical Plant, Rm. 114, Ginsberg Hall, on the PFW North Campus located at 5190 St. Joe Rd., Fort Wayne, IN 46835.
4. It is the intent of the owner to have work start after **following award of work and execution of AIA A101, Owner – Contractor Agreement Form** and have work completed prior to **August 1, 2026**.
 - a. RTU installation is preliminarily scheduled to occur between **March 15 and April 15, 2026**.
 - b. Precontractual Documents / Submittals can begin following the award of work/execution of contract.
 - c. Tear off / physical construction to commence **Mid-April** immediately following RTU installation.

V. General Items

1. Bidders may obtain bidding documents from Eastern Engineering, 1239 N Wells St, Fort Wayne, IN 46808.
2. The owner reserves the right to accept or reject any and all bids and to waive any informalities in bidding.
3. Questions relating to the project should be directed to Paul Konwinski or Mike Hamilton, at the office of **MARTINRILEY architects-engineers**
4. It is the Contractor's responsibility to assure that they or their subcontractors visit each project and verify existing conditions prior to the date of bid. Contractors will be required to sign in at the main office prior to the site visit. The buildings will be open to Contractor's for field investigation after the following times:

VI. Project Requirements

1. All bids shall be accompanied by the following completed documents:
 - a. Form 96 (Current Edition) as prescribed by Indiana State Board of Accounts
 - b. Standard Questionnaire and Financial Statement for Bidders (Form 96A)
 - c. Combination Bid Bond & Bond for Construction
 - d. Principal Subcontractor Questionnaire
 - e. Minority Business Enterprise Program Forms
 - f. Roofing Contractor's Manufacturer's Certification
 - g. Roofing Contractor's Installer's Certification
 - h. List of Subcontractors (if any) and Material Questionnaire
 - i. Non-Collusion Affidavit
 - j. Contractor's Written Drug Testing Program
 - k. Compliance with Owner's Safety Requirements

2. Abide by rules and regulations on each project site identified in the project manual.
3. A Pre-construction Conference, to be held at the jobsite and scheduled 2-weeks in advance of the start of work, is a requirement for the successful bidder.
4. Prior to the start of work, the successful bidder is to provide the Architect, for review and approval, shop drawings and data sheets for all products/materials to be utilized on this project – Shop drawing submittal procedures are clearly identified in the project manual.
5. A Port-o-let is required, and its location will be identified at the Preconstruction Conference. No Contractor personnel will be allowed into the building.
6. The successful Contractor shall comply with all OSHA Construction Standards & Regulations (29 CFR 1926).
7. Insurance guidelines are outlined in the project manual – AIA Document A101 – 2017 Exhibit A – Insurance and Bonds.
8. Refer to Payment Procedures in the project manual for all application for payment requirements.
9. Contractor designated parking will be at a location identified at the Preconstruction Conference.
10. Any damage to a building or site incurred due to the roofing operations are the responsibility of the Contractor to repair back to the original condition.

VII. Other Requirements

1. Refer to section 01 7000 - Closeout Procedures for submission for final application for payment with release and supporting documentation. As part of these closeout procedures the contractor is responsible for generating a punch list and submit it to the architect prior to **MARTINRILEY** generating a punch list.
2. Smoking is not permitted on any PFW properties, including electronic vapor, or smokeless tobacco.
3. It will be the Contractor's responsibility to photograph or videotape any existing conditions of adjoining construction and site improvements that might be misconstrued as damage caused by selective demolition operations.
4. It will be the Contractor's responsibility to provide temporary barricades and/or forms of protection to protect Owner's personnel and general public from injury due to selective demolition work.
5. Contractor is also responsible for daily interior inspections to verify the presence of water infiltration (if any), need for interior clean-up.
6. It shall be the responsibility of the Contractor to verify the presence and location of latent buried objects within a roofing system. Contractor shall repair any damage to buried elements as a result of the removal operations at the cost of the Owner. Any succeeding occurrences of identical events shall be the responsibility of the Contractor to repair at his own cost.
7. Electrical equipment to be raised shall be completed by the Contractor with electrical disconnect and reconnect performed by qualified personnel.

VIII. Review Drawings

1. Drawings for Project
2. Bid project per drawings, specifications, and addendum(s). Contractors will be held accountable to the bidding documents.

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PRE-BID ATTENDEE LIST

Allen County Extension Service Roof Replacement - 2026
Purdue Fort Wayne

The following individuals have registered their attendance at the Pre-Bid held at 9:00am, local time, Tuesday, February 24, 2026 at Rm. 114, Ginsburg Hall, PFW North Campus, 5190 St. Joe Rd, Fort Wayne, IN 46835.

Cole Schupbach

(printed name)

Fort Wayne Roofing

(firm/company)



(signature)

260-318-5233 CSchupbach@tectaamerica.com

(phone, fax & e-mail)

KEVIN YOUNG

(printed name)

SCHUST CONSTRUCTION

(firm/company)



(signature)

260 410 1705 KTY@SCHUSTCONSTRUCTION.COM

(phone, fax & e-mail)

Brayden Farmer

(printed name)

Titan Roofing Inc

(firm/company)



(signature)

bfarmer@titanroofing.com 419-605-8836

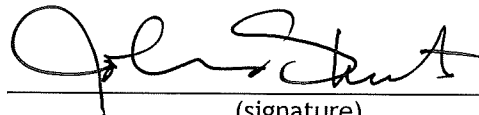
(phone, fax & e-mail)

John Sheets

(printed name)

PFW

(firm/company)



(signature)

260.710.6511 sheetsj@pfw.edu

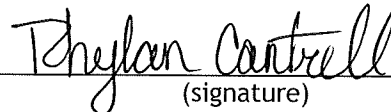
(phone, fax & e-mail)

~~John~~ Rhylan Cantrell

(printed name)

PFW

(firm/company)



(signature)

260.481.6791 rhylanrc@pfw.edu

(phone, fax & e-mail)

Matt Lennon

(printed name)

AFW

(firm/company)



(signature)

260-443-2250

(phone, fax & e-mail)

Paul Kowowski

(printed name)

Martin - Bruce Architects / Inc.

(firm/company)

[Signature]

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